# Adaptable GenAI syllabus Statements

The first step in creating an AI policy for your course is to decide if you will have one type of Generative AI (GenAI) usage for the entire course or if you will have different accepted levels based on the needs of individual assignments and their desired learning outcomes. Below are some general example statements of different levels of GenAI usage that can be adapted for use in your syllabus and/or on individual assignments.

**NOTE**: be sure to replace the red text “insert appropriate AI tool(s) here”, with the specific information regarding which AI tools will be commonly used in your course.

## Generative AI Use Encouraged

In this course, the use of Generative AI tools (insert appropriate AI tool(s) here) is encouraged as part of your learning and creative process. These tools can support brainstorming, revising drafts, exploring alternative perspectives, and practicing communication with emerging technologies. However, [responsible use](https://gatech.service-now.com/home?id=kb_article_view&sysparm_article=KB0044077) is expected.

All submitted work must include a brief **AI Usage Statement** outlining:

* Which tools were used
* When they were used
* What prompts or questions were given
* How the AI output informed or shaped your final submission

You are expected to critically engage with any AI-generated content and ensure your final work reflects your own understanding and academic voice. Generative AI should never be used to fabricate data, cite non-existent sources, or bypass learning objectives. Use of Generative AI must comply with Georgia Tech’s Honor Code and academic integrity guidelines.

## Limited Generative AI Use Permitted

Use of Generative AI (insert appropriate AI tool(s) here) is permitted in this course but only within **instructor-approved boundaries** (e.g., drafting assignments, stages of writing, or support tasks such as grammar refinement or coding assistance). If allowed, its use must be transparent and documented in a required **AI Usage Statement** with each submission.

The statement must include:

* Tool used and date of access
* The input (prompt) you provided
* A copy of the output
* A description of how you used or edited the AI-generated content

Failure to follow these guidelines—including using Generative AI when it is not permitted or failing to disclose its use—may be considered a violation of Georgia Tech’s academic integrity policies. When in doubt, always consult your instructor before using Generative AI.

##  Generative AI Use Prohibited

The use of Generative AI tools (such as Copilot, ChatGPT, Perplexity, etc.) is **not allowed** in this course. All assignments must represent your unassisted original thought and individual effort. This policy is intended to support your development of independent critical thinking, analysis, and communication skills.

Any use of Generative AI in the preparation of assignments—whether for drafting, editing, or generating content—will be treated as a violation of Georgia Tech’s Honor Code and may result in disciplinary action.

AI Use is Assignment Dependent

Use of Generative AI (insert appropriate AI tool(s) here) in this course will vary from assignment to assignment.  Some assignments may allow or even require Generative AI usage while other assignments may limit or entirely prohibit use of Generative AI. Please check the instruction on each assignment to determine what, if any, usage of Generative AI is allowed and/or required. Do not assume that because Generative AI was allowed for one assignment, it will be allowed on other assignments.

When allowed for usage on an assignment, responsible use is expected. All submitted work must include a brief **AI Usage Statement** outlining:

* Which tools were used
* When they were used
* What prompts or questions were given
* How the AI output informed or shaped your final submission

Failure to follow assignment guidelines for Generative AI —including using Generative AI when it is not permitted or failing to disclose its use when it is—may be considered a violation of Georgia Tech’s academic integrity policies. When in doubt, always consult your instructor before using Generative AI.

-------------------------

**NOTE:** *When using a varied statement policy such as this, it is important to follow it up by listing the intended usage level and specific instructions for use in each assignment to avoid any confusion.  Refer back to the overall policy statements above for language that can be adapted for individual assignments.*

# Tips for Adapting These Statements

When adapting these statements, remember to replace key information that is course specific such as:

* If you are restricting usage to specific AI tools, list out the exact AI tools you allow for use in your course. If you are allowing for a range of tools that can be used, consider providing a few examples you would be ok with and then include a statement such as “If you would like to use a tool not listed here, please contact the instructor first for approval.”.
* Be explicit about the ways in which you encourage or require students to use GenAI (e.g. what do you consider responsible usage of GenAI in your course).
* A good practice is to utilize the [TILT method](https://bdl2jezatgadvbda.public.blob.vercel-storage.com/pdf/Transparent%20Assignment%20Design%20Template%20for%20Teachers-P8byfuQgOHi8pcDuEskS71dvh5XbcR.pdf) and explain the purpose or role of GenAI within your course/assignments to help students better understand how they should be using it.
* Be explicit about the ways in which you specifically do not want students to use GenAI and consequences for misusage.
* Consider utilizing the same consequences as found in your plagiarism statement.
* Explain how you want students to indicate that they used GenAI on an assignment when permitted.
* This can take many different forms such as requiring citation of where AI was used in the process, submitting a separate AI usage statement or having students write and submit a reflection on how they use GenAI.
* Consider these example questions you may want your students to address:
* Which tools were used (often both the name and version are needed)
* When they were used
* What prompts or questions were given (you could also request a link or screenshot of the AI chat)
* How the AI output informed or shaped the final submission
* What specific steps they took to evaluate and transform the AI output into their final submission
* If students are required to cite their AI use, be sure to indicate the citation style they should use (e.g. APA, MLA, Chicago, etc.).